



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

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Governor

KIM GUADAGNO  
Lt. Governor

BRET SCHUNDLER  
Commissioner

May 17, 2010

TO: District Superintendents  
Charter School Leaders

FROM: Willa Spicer  
Deputy Commissioner

DISTRIBUTE TO: Principals  
Assessment Coordinator  
AHSA Coordinator

SUBJECT: **Appeal Process for Districts with Students Who do not Pass the HSPA or AHSA**

In a memo sent on May 14<sup>th</sup>, you received details for how to access the AHSA (Alternative High School Assessment) aggregated results of the third-party reading of math and literacy papers written in January. You can access the same website, sign-on and password to obtain the results of the March administration of the HSPA. The results of the AHSA test given in April will be available the first week of June. Students who have still not passed the exam will have an opportunity to study further this summer and take the exam at the end of July and beginning of August.

It is possible that there is an unusual student who, despite five chances in two formats still cannot put forward his or her skills. Therefore, if you have a student in your system who absolutely surprises you, one who the staff believes has accomplished all that is required to receive a NJ diploma, the Department will study the case and make a final determination. **If you have such a student, please send me a short summary of why the test has not revealed that student's skills and two written papers or math assessments.** Mail these documents to me at:

Dr. Willa Spicer  
Deputy Commissioner  
New Jersey Department of Education  
PO Box 100  
Trenton, NJ 08625-0500  
Attn: Appeal

Let me know how you wish me to contact the school. I will put together a small group of experts in the content area that is the problem and we will follow-up immediately on every student who is nominated.